



**State of Maine  
Board of Corrections**  
State House Station #111  
Augusta, ME 04333-0111



**BOARD ACTION ITEMS**

**Action Item #10-003**

**RESOLUTION REQUEST:** 4/21/10

**TITLE:** ESTABLISHMENT OF FY11  
BUDGETED CAPACITIES USING  
FY10 ADP'S TO-DATE (WITH  
PEAKING FACTOR) AS BUDGET  
DEVELOPMENT BENCHMARK

**STAFF REPORT:** CORRECTIONS WORKING GROUP

**BACKGROUND**

ADP is the main cost driver for all jails in the building of their expenditure budget.

The Corrections Working Group has recommended a FY11 Budget Development Guideline that reads, "All counties must prepare their budget based on established ADP and an annual peak factor as established by the Board of Corrections annually".

FY11 Recommended Budgeted Capacity has been developed by Ralph Nichols of the DOC and is based on year-to-date FY10 ADP's plus a 10% peaking factor.

**ISSUE**

In order to best utilize system resources and to strategically invest in the system's capacity and capabilities it is critical that budgets support a specific, agreed upon number of beds.

Counties will develop a budget based on the resources required to service their recommended capacity; and budgets will be approved by the board.

**RECOMMENDATION**

We recommend that the Board of Corrections vote to adopt the CWG's recommended ADP plus peak factor budget guideline to establish budgeted capacities.

We also recommend that the Board of Corrections vote to adopt the Recommended FY11 Budgeted Capacities as developed from this guideline.

**FISCAL IMPACT**

All FY11 county correctional facility budgets should be developed to support their FY11 Budgeted Capacity derived from the ADP plus peak factor analysis.

**RESOLVE:** On 4/21/10 the Board of Corrections voted unanimously to approve the recommended FY11 Budgeted Capacities for county correctional facilities. (Attached)

[illegible]